Airport Commission

Bruce Miller, Chair Kirk Martin, Vice-Chair

Craig R. Arcuri
Carl Hopkins
Dolores Johnson
Karen M. Kahn
Jim Wilson

City of Santa Barbara Liaison: Councilmember Frank Hotchkiss

City of Goleta Liaison:

Councilmember Michael T. Bennett

### CITY OF SANTA BARBARA

# AIRPORT COMMISSION AGENDA

January 21, 2015 6:00 pm



Hazel Johns
Airport Director
Tracy Lincoln
Airport Operations Manager
Rebecca Fribley
Sr. Property Management Specialist
Mabel Shatavsky
Airport Commission Secretary



**ORDER OF BUSINESS: The regular Airport Commission meeting begins at 6:00 pm** in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

**PUBLIC COMMENT:** At the beginning of the meeting, any member of the public may address the Airport Commission on any subject matter within the jurisdiction of the Airport Commission that is **not** on the Commission's agenda. The total amount of time for public comments will be 15 minutes, and no individual speaker may speak for more than 2 minutes. If you wish to address the Commission under this item, please complete and deliver to the Airport Director before the meeting is convened, a "Request to Speak" form including a description of the subject you wish to address.

**REQUEST TO SPEAK:** A member of the public may address the Airport Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

**REPORTS**: Copies of reports relating to agenda items are available for review in the Airport Administration office, or the City of Santa Barbara's web site: <a href="http://www.SantaBarbaraCA.gov">http://www.SantaBarbaraCA.gov</a>. Materials related to an item on this agenda submitted to the Airport Commission after distribution of the agenda packet are available for public inspection in the Airport Administration office located at 601 Firestone Road, Santa Barbara, CA 93117, during business hours.

**AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Airport Administration office at 967-7111. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

**CELLULAR PHONES AND PAGERS:** Please turn off cellular phones and pagers or set them to silent mode prior to the start of the meeting. Thank you.

**CALL TO ORDER** 

**ROLL CALL** 

**CHANGES TO THE AGENDA** 

#### **PUBLIC COMMENT**

1. Any member of the public may address the Airport Commission on any subject within the jurisdiction of the Commission that is <u>not</u> scheduled before them that same day. The total amount of time for public comments will be 15 minutes, and no individual speaker may speak for more than 2 minutes.

## **NOTICES**

2. That on Thursday, January 15 at 5:30 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

## **MINUTES**

3. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, December 17, 2014.

## **CONSENT CALENDAR**

4. SUBJECT: LEASE AGREEMENT – ECONOMY TREE SERVICE, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Economy Tree Service, Inc., a California Corporation, for 560 square feet of Building 304, 53-B Gerald Cass Place, at the Santa Barbara Airport, effective January 17, 2015, for a monthly rental of \$773, exclusive of utilities.

SUBJECT: PROPERTY MANAGEMENT REPORT - DECEMBER

RECOMMENDATION: That Airport Commission receive the monthly Airport Property Management Report.

### **LIAISON REPORTS**

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Michael T. Bennett

#### **COMMISSION MATTERS**

6. SUBJECT: ELECTION OF OFFICERS AND SUBCOMMITTEE ASSIGNMENTS

RECOMMENDATION: That Commission elect a Chair, Vice-Chair, and discuss subcommittee assignments.

### **ADMINISTRATIVE REPORTS**

7. SUBJECT: FISCAL YEAR 2015 INTERIM FINANCIAL STATEMENT AND COMPLETED PERFORMANCE OBJECTIVES JULY 1, 2014 – DECEMBER 31, 2014

RECOMMENDATION: That Airport Commission accept the interim financial statement and the completed performance objectives for the six months ended December 31, 2014.

8. SUBJECT: LEASE AGREEMENT – HIGH SIERRA GRILL HOUSE, INC.

RECOMMENDATION: That Commission recommend that City Council approve and authorize the Airport Director to execute a ten year Access License and Lease Agreement, with three five-year options, with High Sierra Grill House, Inc., a California Corporation, for 79,752 square feet of land, including 8,695 square feet of Building 252, at 521 Norman Firestone Road, at the Santa Barbara Airport, effective upon the earlier of the completion of City improvements or nine months after the License Commencement date, for a monthly rental of \$12,694.

## **DIRECTOR'S REPORT**

- 9. A. Airport Operations
  - Passenger Count
  - Aircraft Operations
  - Air Freight
  - B. Programs
    - 1. Communications Program
    - 2. Emergency Training Exercise
    - 3. Master Plan
  - C. Capital Projects
    - 1. Airfield Electrical Rehabilitation
    - 2. Pavement Rehabilitation of Runway 15L-33R, Terminal Ramp, South and North General Aviation Ramps
  - D. City Council / Airport Commission Actions

## **ADJOURNMENT**